

Holy Trinity CE Primary School, Sunningdale
AGENDA
Full Governing Board Meeting
Tuesday 18 November 2025
at 6pm in person

*** indicates paper(s) uploaded to website**
indicates paper(s) to follow

1. Opening prayer
2. Apologies for absence
3. Declaration of any business interests or conflicts of interest
4. Code of conduct and confidentiality
5. Welcome new Governor
6. Agree minutes from previous meeting held on 16 September 2025 *
7. Matters/Actions arising from last meeting - **See table attached on page 2**
 - i. Review Committee membership and specific roles table
8. Attendance
9. Questions to Admissions Committee, noting:
 - i. Note meetings held 12, 19 and 30 September 2025 *
 - ii. Admissions Policy and Guidance 2027-28 #
10. Questions to Standards, Achievements and Curriculum Committee, noting
 - i. Minutes of meeting held on 14 October 2025 *
11. Questions to Finance and Resources Committee, noting
 - i. Minutes of meetings held on 6 November 2025 #
12. Headteacher's Report, 2025-26 SDP, SEND in a Nutshell, SEND Annual Report, DSL Annual Report, Designated Teacher Annual Report* **all circulated with agenda on 11/11/25, comments and questions requested by 17/11/25 please.**
13. SIAMS
14. Policies * - **See updated spreadsheet of policies on website indicating those to be updated this term**
 - a) For agreement and ratification – **circulated 14 October, comments requested by 3 November:**
 - Equality Objectives
 - Equality Policy
 - b) For ratification – **agreed via SAC Committee on 14 October:**
 - Forest School Policy
 - School Send Information Report
 - School SEND Policy
 - c) For ratification – **agreed via F&R Committee on 6 November:**
 - Expenses Claims Policy
 - Whistleblowing Policy
 - Report for Governors Sports Premium Cost 2024-25
 - Pupil Premium Policy
 - Pupil Premium Statement 2024-2027

15. Safeguarding, Child Protection and Prevent

16. Health and Safety

17. Governance:

a) Governor visits to the school

b) Governor Training - **see Governor zone of website for links to RBWM, Oxford Diocese and The National College**

18. Any other business - if minor and notified to the Chair or Clerk prior to meeting.

19. Impacts of this Meeting

20. Date of next meeting – **9.30 am Thursday 22 January 2026 (short meeting to review and sign off SFVS – via Teams)**

Summary of Action Points from 16 September FGB Meeting

Action	Name	Status
1511/25 To agree Definition of Spirituality Governors to conduct RE/Collective Worship monitoring visits	ALL	ongoing
1513/25 Matters/Actions arising from the last meeting Submit Governor Group visit report Submit Science visit report	AW TF	Completed ongoing
1521/25 Allocation of Governors to Specific Responsibilities Review committee membership and specific roles table at November FGB meeting	ALL	Agenda item 7
1522/25 Update from the Admissions Committee Present Admissions Policy and Guidance 2027-28 to November meeting	AW	Agenda item 9
1557/25 Governance/ b) Governor Visits to school Conduct English and phonics visit Conduct Maths visit Conduct Science visit Conduct SEND, LAC/PLAC and pastoral hub visit	AW NH JSh JSt	All ongoing
b) Governor Training Circulate Safeguarding training slides to Governors	JG	Completed circulated 17/9/25

GOVERNING BOARD OVERALL RESPONSIBILITIES

- Ensuring clarity of vision, ethos and strategic direction;
- Holding the Headteacher to account for the educational performance of the school and its pupils, and the performance management of staff; and
- Overseeing the financial performance of the school and making sure its money is well spent.

GOVERNORS' AGREED PRIORITIES AND PLANS 2025/26

- To be an inclusive, inspirational place of learning where:
- we facilitate opportunities so every child can flourish in a place where they are happy, respectful, kind and safe.
- staff **well-being** and professional development is valued and supported in order to fulfil their roles, inspire others and experience personal **fulfilment**.
- the school provides facilities that enables an **optimum learning environment**.
- the **school plays a central role within our community** and enjoys strong **links with the church, local companies and other schools**.

School Development Plan 2025-2026

TERM	YEAR	KEY DEVELOPMENT FOCUS AREA
Term 1 Autumn 1 2025	CORE SUBJECTS: to continue to deliver excellent learning opportunities that result in high standards of attainment. Ensure teachers' subject knowledge is secure and opportunities for quality CPD are offered. BEHAVIOUR: To share with parents a consistent whole-school approach to managing emotions via the Attachment Aware Silver accreditation. INTERNET SAFETY: To ensure pupils know how to keep themselves safe online. PHYSICAL & MENTAL HEALTH: To focus on pupil and staff wellbeing. LIFE SKILLS: To continue to provide opportunities and activities that provide exposure to diversity for all our pupils. DIVERSITY: To continue to plan opportunities and activities that provide exposure to diversity for all our pupils. HOLY TRINITY CURRICULUM: To embed our curriculum and continue to use Big Books to show evidence of learning in Music, Religion and World Views E and Computing Y1 - Y6.	Embed a whole school approach to developing opportunities for all to explore spirituality: To use Space Makers as a main tool to provide opportunities for pupils and staff to explore spirituality. Impact will show pupils and staff benefit from taking time to reflect, explore and focus on themselves. This may also have a positive impact on relationships with each other.
Term 2 Autumn 2 2025		Embed The Holy Trinity Way and further develop coaching practice in staff teams: To provide quality and meaningful CPD and coaching for teachers to be reflective on their own practice and enhance the learning experience for pupils. Impact will show teachers are self-aware of their teaching strategies and coaching support is provided by Heads Team to further develop teaching and learning.
Term 3 Spring 1 2026		Opportunities for pupils to produce independent writing: To ensure pupils have opportunities for extended, independent pieces of writing across the curriculum. Impact will show pupils are producing extended pieces of writing across subjects to apply skills and GPS taught in The Write Stuff lessons.
Term 4 Spring 2 2026		Embed a whole school approach to developing opportunities for all to explore spirituality: To use Space Makers as a main tool to provide opportunities for pupils and staff to explore spirituality. Impact will show pupils and staff benefit from taking time to reflect, explore and focus on themselves. This may also have a positive impact on relationships with each other.
Term 5 Summer 1 2026		Embed The Holy Trinity Way and further develop coaching practice in staff teams: To provide quality and meaningful CPD and coaching for teachers to be reflective on their own practice and enhance the learning experience for pupils. Impact will show teachers are self-aware of their teaching strategies and coaching support is provided by Heads Team to further develop teaching and learning.
Term 6 Summer 2 2026		Opportunities for pupils to produce independent writing: To ensure pupils have opportunities for extended, independent pieces of writing across the curriculum. Impact will show pupils are producing extended pieces of writing across subjects to apply skills and GPS taught in The Write Stuff lessons.